

March 25, 1957
Amended

U. S. DEPARTMENT OF LABOR
Bureau of Employment Security
Farm Placement Service

HOUSING MEXICAN NATIONAL WORKERS

Each Employer of Mexican National Agricultural workers must provide without cost to the worker hygienic lodgings and sanitary facilities which meet minimum acceptable standards established by the Secretary of Labor.

Prior to receiving an authorization to contract Mexican workers, and as a condition of such authorization, each Employer shall prepare and submit a Form ES-367, "Employers Statement of Housing and Facilities", accurately describing the housing and facilities he proposes to provide. Before preparing and submitting Form ES-367 the Employer should read and be familiar with the minimum acceptable standards established by the Secretary of Labor.

If changes are made in the housing or facilities previously described, a revised statement (ES-367) shall be prepared and submitted by the Employer.

Prior to the arrival of workers the Employer shall assure himself that all standards have been met; thereafter and throughout the entire period of employment he shall periodically inspect his housing and facilities in order to insure the continued maintenance of these standards.

The Employer shall take all necessary steps to see that workers are not assigned to housing units in excess of approved capacity.

The responsibility for maintaining housing and facilities in accordance with minimum standards is the Employer's. The Mexican worker should be requested and is expected to cooperate in keeping his living quarters clean and sanitary.

Association employers shall be responsible for compliance with minimum housing standards by their user-members.

The Employer may establish reasonable rules for the maintenance of clean and sanitary buildings and premises and for the conduct of the workers on the farm, and workers have a duty to comply with such rules. Workers have a further duty to respect the rights and property of others and to exercise due care in the maintenance of the Employer's property especially those items which are furnished them in conformity with these housing standards.

After examination of his housing facilities, or his statement of housing facilities in which he houses or proposes to house Mexican workers, an Employer shall be given a written statement indicating the respects in which the facility is deficient in meeting minimum standards.

Within five (5) days after receiving such a deficiency statement, an employer who disagrees with the finding of deficiency may appeal to the appropriate Regional Director for a review of the findings. Such appeal must specify the respect in which the Employer believes the findings were incorrect. The Regional Director may, if he finds the circumstances so warrant, grant an additional period, not to exceed five (5) days for the filing of an appeal. Within five (5) days of receipt of the Regional Director's decision, the Employer shall agree to comply or shall forward an appeal to the national office of the Bureau. Such an appeal shall be in sufficient detail to permit the Secretary of Labor to review all the facts and findings and make a decision.

Irrespective of whether an appeal is filed, no worker may be permitted to remain in any housing facility which is found by the appropriate Regional Director to present an immediate hazard to the safety or health of the worker.

MINIMUM ACCEPTABLE STANDARDS FOR HOUSING SIX OR MORE MEXICAN NATIONAL WORKERS

GENERAL STANDARDS

I

1. All housing and housing grounds must be maintained in a clean, safe and sanitary condition, free from rubbish, debris, waste paper, garbage and other refuse. Grounds must be well drained.
2. All garbage and rubbish must be deposited in suitable covered metal receptacles which shall be emptied as often as necessary to maintain the premises in a sanitary condition, and the contents burned, buried or otherwise disposed of in a manner which is not or does not become offensive or unsanitary.
3. Fly-tight metal containers shall be provided adjacent to living and sleeping quarters for garbage and other refuse.
4. All drainage shall be carried through a covered drain to a covered cesspool or septic tank, or otherwise disposed of in such a way as not to become offensive or unsanitary. Where public sewer systems are available, all building sewers shall be connected thereto, unless other adequate disposal facilities are available.
5. An adequate and convenient supply of water of a quality that meets the standards of the State health authority shall be available at all times for drinking, cooking, bathing and laundry purposes.
6. Fresh and pure drinking water shall be provided for all workers. Water shall be suitably and conveniently located and should be no more than 100 yards distant from workers' living quarters. The use of a common drinking cup is prohibited.
7. Tanks or other receptacles used for storage of water shall be kept in a clean and sanitary condition and shall be suitably covered so as to prevent contamination.
8. Effective measures shall be taken to control rats and flies, mosquitoes, bedbugs and other insects or parasites in camp buildings and premises.
9. All buildings or structures shall be maintained and used in accordance with the provisions of State and local regulations relative to safety and fire prevention. Provisions for fire fighting should be available at all times during occupancy, either local fire fighting company, fire extinguisher, pails of sand, or a water supply.
10. No camp facility shall be located on a site which is subject to or may cause extreme traffic or other hazard, unless acceptable safeguards are provided.
11. First-aid facilities shall be maintained and made available for the emergency treatment of injured persons. Such facilities shall be in accordance with applicable regulations of State or local public health authorities.

LIVING AND SLEEPING QUARTERS

II

12. Living and sleeping spaces shall be in good structural condition and constructed so as to provide shelter to the occupants against the elements and to exclude dampness.
13. The floors and roofing of all buildings must be in good condition. Floors of buildings used as living or sleeping quarters shall be constructed of wood, asphalt, concrete or other comparable material. Dirt floors are not acceptable.
14. All buildings used as living or sleeping quarters for ten (10) or more persons shall have at least two (2) outside exits for use in case of fire, so located as to provide alternate means of escape. One exit may be a window if easily accessible and of sufficient size to permit rapid egress..
15. Suitable and separate beds or cots shall be provided for each worker. At least thirty-four (34) square feet of floor space or 300 cubic feet of total space shall be provided for each worker within the sleeping quarters. In new construction or additions to existing structures, thirty-eight (38) square feet of floor space shall be provided for each worker.
16. Under either standard in 15 above, the following shall apply:

Each bunk shall be at least twelve (12) inches from the floor. Where double bunks are used, the space between the lower and upper bunk shall be approximately three (3) feet, and there shall be at least three (3) feet from the top of the upper bunk to the ceiling. A clear aisle space of at least thirty (30) inches shall be allowed between each single bed. A clear aisle space of at least four (4) feet shall be allowed between each set of double bunks.
17. Triple deck bunks may not be used unless they were in use prior to June 1, 1956. Space between each bunk shall be approximately three (3) feet. Ceiling height should be at least three (3) feet from top of upper bunk.
18. Where beds or bunks are used they must be provided with springs and mattresses. Mattress and mattress covering must be provided and kept in a clean and sanitary condition. Grass, hay or cottonseed mattresses are not acceptable. When canvas-covered cots are used, they must be kept clean and sanitary.
19. Blankets shall be provided as needed without cost to the worker and shall be maintained in a sanitary condition.
20. Every sleeping room shall be provided with one or more windows (screened openings may be substituted where climatic conditions permit), having an aggregate area of not less than 10% of the floor space of the room.
21. All windows shall be so arranged that at least 45% of their aggregate area may be opened, except where there is supplied some other approved device affording adequate ventilation. All windows or openings shall be fitted with screening of at least 16 mesh.

22. All outside openings except doors in living and sleeping quarters shall be secured with not less than #16 screen mesh. All screen doors shall be equipped with self-closing devices.
23. When workers are housed during a period requiring artificial heating all living quarters shall be adequately heated in such a way as to insure the comfort and safety of the occupants.

A stove or other source of heat shall be available for installation during periods when heating is necessary for the comfort and safety of occupants and when installed shall be vented in such a manner as to avoid both a fire hazard and a dangerous concentration of fumes or gas. In a room with wooden or combustible flooring, there shall be a concrete slab, metal sheet, or other fire resistant material on the floor under every stove, extending at least eighteen (18) inches beyond the perimeter of the base of the stove. Any wall or ceiling not having a fire resistant surface within twenty-four (24) inches of a stove or stovepipe shall be protected by a metal sheet or other fire resistant material. Heating appliances, other than electrical, shall be provided with a stovepipe or vent connected to the appliance and discharging to the outside air or chimney. Such vent or chimney shall extend above the peak of the roof. A vented metal collar shall be installed around a stovepipe, vent or flue in a wall, ceiling, floor or roof through which the stovepipe, vent or flue passes, if they pass through combustible materials.

Automatically operated heat-producing equipment shall be provided with controls to cut off the fuel supply upon the failure or interruption of flame or ignition, or whenever a predetermined safe temperature or pressure is exceeded. All steam and hot water systems shall be provided with safety devices arranged to prevent hazardous pressures and excessive temperatures.

24. When fuel for heating is necessary the Employer shall furnish sufficient fuel ready for use, without cost to the worker.
25. All living and sleeping quarters shall be maintained in a clean and sanitary condition. Floors shall be scrubbed with suitable cleansing agents as often as necessary to maintain clean and sanitary conditions.
26. It is highly desirable that lockers or other storage facilities be made available to store the workers' possessions.

COOKING AND EATING FACILITIES

III

27. Every structure used as a mess hall where food is cooked, prepared or served shall be kept in a clean and sanitary condition.
28. The same standards relative to ventilation (window space and screening) and means of exit which apply to living and sleeping quarters shall also apply to cooking and eating facilities.

29. Any housing for six (6) or more Mexican workers which is constructed after the issuance of these standards shall provide for cooking and eating facilities separate from sleeping quarters. Combined sleeping, cooking and eating facilities which existed prior to January 1, 1957, will be approved provided that they are adequately ventilated and do not present a health or safety hazard. However, Employers are urged to provide separate facilities by means of floor to ceiling partitions whenever possible.
30. For workers required to board themselves, sufficient cooking stoves, cooking utensils, tables, seats, table utensils and fuel for cooking, must be provided. One (1) oil, wood, electric or gas stove, with not less than two (2) burners for each five (5) workers or fraction of five (5) workers is required. Outdoor cooking facilities, unprotected from inclement weather, are not acceptable. Workers are expected to cooperate in maintaining equipment and facilities provided them in a sanitary condition.
31. Table tops on all tables used in mess halls shall have a smooth, hard surface which may be easily cleaned.
32. All utensils in which food is prepared or kept, or from which food is to be eaten, and all implements used in the eating of food, shall be kept in clean, unbroken and sanitary condition.
33. When central feeding is provided, provision shall be made for the safe storage and refrigeration of food in a suitable and sanitary place.
34. Every kitchen in a mess hall shall be equipped with a metal sink and shall be provided with an adequate supply of hot and cold water.
35. Garbage disposal and drainage from kitchen sinks in mess halls and kitchens shall meet the requirements described under the General Standards.
36. Where the Employer does not furnish restaurant facilities the following utensils must be provided for each group of five men or less:
 - (a) One (1) twelve inch frying pan
 - (b) One (1) six quart cooking pot, kettle or pan
 - (c) One (1) two quart coffee pot
 - (d) One (1) dish pan
 - (e) One (1) butcher or kitchen knife
 - (f) One (1) service consisting of spoon, knife, fork, plate (of material other than tin), cup and water glass shall be provided for each man.
 - (g) A table large enough to seat the number of men involved, and chair for each man, or sufficient benches.

SANITARY FACILITIES

IV

37. Convenient and suitable bathing facilities separate from cooking and sleeping rooms shall be maintained in a sanitary condition, readily accessible to living quarters.
38. Where showers are provided there shall be at least one (1) shower head in operating condition for every twenty-five (25) workers. Commencing with the issuance of these instructions all new construction shall provide for at least one shower head for each fifteen (15) workers.
39. The floors and walls of shower compartments shall be constructed and maintained in waterproof condition. Floor drains shall be required in all shower rooms to remove waste water.
40. Workers must be provided with water of suitable temperature for bathing. Each shower shall be provided with adequate water under pressure.
41. Where tubs are used there shall be one (1) size No. 3 tub in good condition for every five (5) workers.
42. Provision shall be made for adequate dressing space adjacent to bathing facilities.
43. All toilet facilities shall be maintained in a clean and sanitary condition at all times.
44. All exterior openings in toilet buildings shall be screened with not less than #16 wire mesh. Solid doors may be substituted for screen doors.
45. Toilet rooms shall be properly ventilated with adequate screened openings or other adequate device.
46. One usable toilet shall be provided for each fifteen (15) workers or fraction thereof and should be located within 150 feet of living quarters. In addition, in the construction of any new housing units there shall be installed one standard urinal or urinal trough for each thirty (30) workers. All toilet facilities shall be in a separate room.
47. Where privy-type toilets are used they shall consist of a pit at least four feet deep, with a well-constructed shelter, the openings of which shall be effectively screened (fly-tight). A solid door may be used. When the excreta reaches a point one foot below the surface of the ground the pit shall be filled and the shelter demolished or moved over a new pit. All excreta in a pit shall be covered with earth, ashes, lime or some similar substance at least every 48 hours.

48. Privy toilets shall not be located closer than 75 feet to any sleeping place or any kitchens and/or mess hall.
49. Adequate washing facilities for personal use shall be provided.
50. All sanitary facilities shall be inspected regularly to assure that they are operating properly.

LIGHTING

V

51. All rooms used by workers shall be adequately lighted.

LAUNDRY

VI

52. Laundry facilities shall be maintained in a sanitary condition and provided with adequate drainage as required by the General Standards. Such facilities shall be separate from the eating and sleeping rooms but may be under the same roof or enclosure with the bathing and dressing rooms.
53. Adequate facilities for laundry shall be provided. When only stationary tubs are furnished, there shall be one tub for every twenty-five (25) workers or fraction thereof. Hot and cold water shall be provided for all laundry facilities. Where movable tubs are used, one (1) size No. 3 tub in good condition shall be provided for every five workers.

MINIMUM ACCEPTABLE STANDARDS FOR HOUSING LESS THAN 6 MEXICAN NATIONAL WORKERS

GENERAL STANDARDS

I

54. All housing and housing grounds must be maintained in a clean, safe and sanitary condition, free from rubbish, debris, waste paper, garbage and other refuse. Grounds must also be well drained.
55. All garbage and rubbish must be deposited in suitable covered metal receptacles which shall be emptied as often as necessary to maintain the premises in a sanitary condition, and the contents burned, buried or otherwise disposed of in a manner which is not or does not become offensive or unsanitary.
56. The Employer shall furnish fly-tight metal containers for garbage and other refuse.
57. An adequate and convenient supply of water of a quality that meets the standards of the State health authority shall be available at all times for drinking, cooking, bathing and laundry purposes. Fresh and pure drinking water shall be provided for all workers. Water shall be suitably and conveniently located and should be no more than 100 yards distant from workers' living quarters. The use of a common drinking cup is prohibited.

58. Tanks or other receptacles used for storage of water shall be kept in a clean and sanitary condition and shall be suitably covered so as to prevent contamination.
59. Effective measures shall be taken to control rats and flies, mosquitoes, bedbugs and other insects or parasites within the buildings and premises.
60. All buildings or structures shall be maintained and used in accordance with the provisions of State and local regulations relative to safety and fire prevention. Provisions for fire fighting should be available at all times during occupancy, either local fire fighting company, fire extinguishers, pails of sand, or an adequate water supply.
61. No housing shall be located on a site which is subject to or may cause extreme traffic or other hazard, unless acceptable safeguards are provided.
62. First-aid facilities shall be maintained and made available for the emergency treatment of injured persons. Such facilities shall be in accordance with applicable regulations of State or local public health authorities.

LIVING AND SLEEPING QUARTERS

II

63. Living and sleeping spaces shall be in good structural condition and constructed so as to provide shelter to the occupants against the elements and to exclude dampness.
64. The floors and roofing of all buildings must be in good condition. Floors of buildings used as living or sleeping quarters shall be constructed of wood, asphalt, concrete or other comparable material. Dirt floors are not acceptable.
65. Suitable and separate beds or cots shall be provided for each worker. At least thirty-four (34) square feet of floor space or 300 cubic feet of total space, shall be provided for each worker within the sleeping quarters. In new construction or additions to existing structures, thirty-eight (38) square feet of floor space shall be provided for each worker.
66. Under either standard in 65 above, the following shall apply:

Each bunk shall be at least twelve (12) inches from the floor. Where double bunks are used, the space between the lower and upper bunk shall be approximately three (3) feet, and there shall be at least three (3) feet from the top of the upper bunk to the ceiling. A clear aisle space of at least thirty (30) inches shall be allowed between each single bed. A clear aisle space of at least four (4) feet shall be allowed between each set of double bunks.

67. Triple deck bunks may not be used unless they were in use prior to June 1, 1956. Space between each bunk should be approximately three (3) feet. Ceiling height should be at least three (3) feet from top of upper bunk.
68. Where beds or bunks are used they must be provided with springs and mattresses. Mattress and mattress covering must be provided and kept in a clean and sanitary condition. Grass, hay or cottonseed mattresses are not acceptable. When canvas-covered cots are used they must be kept clean and sanitary.
69. Blankets shall be provided as needed without cost to the worker and shall be maintained in a sanitary condition.
70. Every sleeping room shall be provided with one or more windows (screened openings may be substituted for windows where climatic conditions permit), having an aggregate area of not less than 10% of the floor space of the room.
71. All windows shall be so arranged that at least 45% of their aggregate area may be opened, except where there is supplied some other approved device affording adequate ventilation. All windows or openings shall be fitted with screening of at least 16 mesh.
72. All outside openings except doors in living and sleeping quarters shall be secured with not less than #16 screen mesh. All screen doors shall be equipped with self-closing devices.
73. When workers are housed during a period requiring artificial heating, all living quarters shall be adequately heated in such a way as to insure the comfort and safety of the occupants.

A stove or other source of heat shall be available for installation during periods when heating is necessary for the comfort and safety of occupants and when installed shall be vented in such a manner as to avoid both a fire hazard and a dangerous concentration of fumes or gas. In a room with wooden or combustible flooring, there shall be a concrete slab, metal sheet, or other fire resistant material on the floor under every stove, extending at least eighteen (18) inches beyond the perimeter of the base of the stove. Any wall or ceiling not having a fire resistant surface within twenty-four (24) inches of a stove or stovepipe shall be protected by a metal sheet or other fire resistant material. Heating appliances, other than electrical, shall be provided with a stovepipe or vent connected to the appliance and discharging to the outside air or chimney. Such vent or chimney shall extend above the peak of the roof. A vented metal collar shall be installed around a stovepipe, vent or flue in a wall, ceiling, floor or roof through which the stovepipe vent or flue passes, if they pass through combustible materials.

Automatically operated heat-producing equipment shall be provided with controls to cut off the fuel supply upon the failure or interruption of flame or ignition, or whenever a predetermined safe temperature or pressure is exceeded. All steam and hot water systems shall be provided with safety devices arranged to prevent hazardous pressures and excessive temperatures.

74. When fuel for heating is necessary the employer shall furnish sufficient fuel ready for use, without cost to the worker.

75. All living and sleeping quarters shall be maintained in a clean and sanitary condition. Floors shall be scrubbed with suitable cleansing agents as often as necessary to maintain clean and sanitary conditions.

76. It is highly desirable for lockers or other storage facilities to be made available to store the workers' possessions.

COOKING AND EATING FACILITIES

III

77. Every room where food is cooked, prepared or served shall be kept in a clean and sanitary condition.

78. The same standards relative to ventilation (window space and screening) and means of exit which apply to living and sleeping quarters shall also apply to cooking and eating facilities.

79. Employers are urged to provide cooking and eating facilities separate from sleeping quarters by means of floor to ceiling partitions whenever possible. Combined sleeping, cooking and eating facilities will be approved provided that they are adequately ventilated and they do not present a safety or health hazard.

80. For workers required to board themselves, sufficient cooking stoves, cooking utensils, tables, seats, table utensils and fuel for cooking, must be provided. One (1) oil, wood, electric or gas stove, with not less than two (2) burners for each five (5) workers or fraction of five (5) workers is required. Outdoor cooking facilities, unprotected from inclement weather, are not acceptable. Workers are expected to cooperate in maintaining equipment and facilities provided, in a sanitary condition.

81. Table tops shall have a smooth, hard surface which may be easily cleaned.

82. All utensils in which food is prepared or kept, or from which food is to be eaten, and all implements used in the eating of food, shall be kept in clean, unbroken and sanitary condition.

83. Provision shall be made for the safe storage of food in a suitable and sanitary place.

84. Where the employer does not furnish restaurant facilities the following utensils must be provided for each group of five men or less:

- (a) One (1) twelve inch frying pan
- (b) One (1) six quart cooking pot, kettle or pan
- (c) One (1) two quart coffee pot
- (d) One (1) dish pan
- (e) One (1) butcher or kitchen knife
- (f) One (1) service consisting of spoon, knife, fork, plate (of material other than tin), cup and water glass shall be provided for each man.
- (g) A table large enough to seat the number of men involved, and chair for each man, or sufficient benches.

85. If showers are provided, the floors and walls of shower compartments shall be constructed and maintained in waterproof condition. Floor drains shall be required in all shower rooms to remove waste water.
86. Workers must be provided with water of suitable temperature for bathing. Each shower shall be provided with adequate water under pressure.
87. If showers are not provided, there shall be one (1) size No. 3 tub in good condition for every five (5) workers.
88. Where showers or central bath house is provided, provision shall be made for adequate dressing space adjacent to bathing facilities.
89. All toilet facilities shall be maintained in a clean and sanitary condition at all times.
90. All exterior openings in toilet buildings shall be screened with not less than #16 wire mesh. Solid doors may be substituted for screen doors.
91. Toilet rooms shall be properly ventilated with adequate screened openings.
92. One usable toilet shall be provided for each fifteen (15) workers or fraction thereof and should be located within 150 feet of living quarters. In addition, in the construction of any new housing units there shall be installed one (1) standard urinal or urinal trough for each thirty (30) workers. All toilet facilities shall be in a separate room.
93. Where privy-type toilets are used they shall consist of a pit at least four (4) feet deep, with a well-constructed shelter, the openings of which shall be effectively screened (fly-tight). Solid doors may be used. When the excreta reaches a point one (1) foot below the surface of the ground the pit shall be filled and the shelter demolished or moved over a new pit. All excreta in a pit shall be covered with earth, ashes, lime or some similar substance at least every 48 hours.
94. Privy toilets shall not be located closer than 75 feet to any sleeping place or any kitchen.
95. Adequate washing facilities for personal use shall be provided.
96. All sanitary facilities shall be inspected regularly to assure that they are operating properly.

LIGHTING

V

97. All rooms used by workers shall be adequately lighted.

LAUNDRY

VI

98. The employer shall provide one (1) #3 tub for each five (5) workers or fraction thereof, or equivalent laundry facilities of other types.